

# **OUTSIDE DUTY RINK RESPONSIBILITIES**

## **BEFORE THE GAMES (9.15 Tuesday, 11.30 Saturday)**

Check on the blackboard which rinks have been designated for the games.

Collect jacks from the Bowls Office.

White jacks for Grass Greens and Yellow jacks for Synthetic Green.

**(It is your responsibility to return the correct number and colour jacks to the boxes.)**

Put out mats and jacks on the designated rinks for the games.

Put up flags found in the Bowls Office. Club flag on corner of main green and Australian flag near front entrance.

Centre Green (if being used)- Erect umbrellas and open sliding shade sails at north end.

Turn on drink coolers at north ends and refill plastic cup holders. (plastic cups are in a box in the Bowls Office)

Collect the rakes from the rear shed and distribute, half at each end of the Greens.

Ensure scoreboards are set to zero for the designated rinks as well as the team total boards.

Place Umpires Kit (stored in the Bowls Office) in a central location.

## **AFTER ALL THE GAMES**

Return all equipment to correct locations.

Turn off drink coolers at north ends.

Refold umbrellas and retract sliding shade sails and lock in place with clips.

Collect empty bottles, cups, rubbish etc from around the Greens.